



DEFENSE SECURITY COOPERATION AGENCY

WASHINGTON, DC 20301-2800

APR 09 2004

In reply refer to:  
I-04/003515-P2

MEMORANDUM FOR DEPUTY UNDER SECRETARY OF THE ARMY  
(DEFENSE EXPORTS AND COOPERATION)  
(DASA(DE&C)/SAAL-ZN)  
DEPARTMENT OF THE ARMY

DEPUTY ASSISTANT SECRETARY OF THE NAVY  
(INTERNATIONAL PROGRAMS)  
DEPARTMENT OF THE NAVY

DEPUTY UNDER SECRETARY OF THE AIR FORCE  
(INTERNATIONAL AFFAIRS)  
DEPARTMENT OF THE AIR FORCE

DIRECTOR FOR SECURITY ASSISTANCE DEFENSE FINANCE  
AND ACCOUNTING SERVICE  
DENVER CENTER

SUBJECT: Termination of Defense Finance & Accounting Service (DFAS) Lease Report  
(DSCA 04-15) [SAMM E-Change 9]

REFERENCE: Lease Reporting in the Defense Security Assistance Management System  
(DSAMS) (DSCA 03-20)

The requirement for DFAS to provide a hard copy lease report to the Implementing Agencies and DSCA is cancelled. With the release of DSAMS R6.10, lease collections are now updated in DSAMS via a transaction with the Defense Integrated Financial System (DIFS). The Implementing Agencies must verify the accuracy of payments and notify DFAS of any financial issues when updating their leases in DSAMS. Per the referenced memorandum, the Implementing Agencies must update each lease under their cognizance in DSAMS not later than 30 days after the end of each quarter. The Implementing Agencies will also coordinate with DFAS to initiate closure action when a lease is financially closed.

This change will be incorporated into the Security Assistance Management Manual (SAMM) as E-Change 9. SAMM paragraph C11.10.12. "Lease Reporting Requirements" will be deleted in its entirety and restated as follows:

C11.10.12. Lease Reporting Requirements. Each Implementing Agency is responsible for updating the status of each lease under its cognizance via DSAMS. The update is made by posting the "Action Taken on Lease" (comment code ACT) in the "Lease Text/Comments" field of the "Lease" tab of the "Lease Detail." Additionally, the Implementing Agency must verify the accuracy of payments and

notify DFAS of any financial issues when updating their leases in DSAMS. The Implementing Agency electronically notifies DSCA (Policy, Plans, and Programs Directorate) that their leases have been updated not later than 30 days after the end of each quarter. DSCA then generates a report for each Implementing Agency in DSAMS.

If you have any questions regarding this matter, please contact Ms. Dawn Burke at (703) 601-3864 or e-mail [dawn.burke@dsc.mil](mailto:dawn.burke@dsc.mil). Guidance in this memorandum is effective immediately.



Richard J. Millies  
Acting Director

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